

**New Hampshire Department of Health and Human Services
Conducting the New Hampshire Public Mental Health Consumer Survey**



**ADDENDUM #2
RFP # 16-DHHS-DCBCS-BBH-04**

On August 14, 2015, the New Hampshire Department of Health and Human Services published a Request for Proposals seeking proposals from vendors to conduct, analyze, and report on the New Hampshire Public Mental Health Consumer Survey. The Consumer Survey is a mail and telephone survey of randomly selected Community Mental Health eligible consumers who receive services from the public community mental health system via Department contractors designated as Community Mental Health Centers.

Delete Section 2.2 and replace with the following:

2.2 Client Pool by Survey Population

Below, in Table 1, are non-duplicated numbers of consumers receiving services from a community mental health center. The number of consumers is based on a point in time from a recent month's encounter activity. Actual number of consumers will be larger to the extent sample frame includes clients who use services less frequently than monthly.

Table 1		
Community Mental Health Center	Adult Population	Youth Population
Northern Human Services	757	413
West Central Behavioral Health	465	356
Genesis Behavioral Health	740	507
Riverbend Community Mental Health Center	973	846
Monadnock Family Services	640	287
Community Council of Nashua	974	410
Mental Health Center of Greater Manchester	1897	729
Seacoast Mental Health Center	716	677
Community Partners	495	430
Center for Life Management	475	598
Totals	8132	5253

The Family Population in total is anticipated to be 2,400.

Delete Section 4.1 and replace with the following:

4.1. Finance Standards

There is up to \$75,000 of anticipated funding to complete one Consumer Survey for survey/calendar year 2016, and up to \$75,000 of anticipated funding to complete one Consumer Survey for survey/calendar year 2017.

The project is funded through a Behavioral Health Services Information Systems (BHSIS) State Agreements in accordance with Synectics' Task Order No.



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HHSS2832007000481/HHSS2834200IT-Reference No. 283-07-4803 with the Substance Abuse and Mental Health Services Administration (SAMHSA).”

Availability of funds is subject to the rules of this grant program

The Vendor selected for a contract shall agree to use and apply all contract funds from the State for costs and expenses as detailed in the approved contract budget(s). Allowable costs and expense shall be determined by the State in accordance with applicable state and federal laws and regulations.

The total reimbursement for the Department shall not exceed the agreed upon contract price. When the contract price limitation is reached the program shall continue to operate at full capacity at no charge to the Department for the duration of the contract period.

Funding may not be used to replace funding for a program already funded from another source.

Funded contractors/vendors will be expected to keep records of their activities related to Department programs and services.

Payments shall be on a monthly cost reimbursement basis for actual expenses incurred up to the total contracting price, contingent upon satisfactory provision of services.